



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

FD 16-06

MEMORANDUM

TO: Food Distribution Directors

FROM: Tina Herzog, FD Program Director
Health and Nutrition Services

DATE: December 7, 2005

SUBJECT: Re-stocking Fee for U.S. Foodservice

Beginning January 1, 2006, the re-stocking fee for U.S. Foodservice will be changing from a \$25.00 flat fee to a **\$0.80 per case** charge with a **\$10.00 minimum**. This new fee will better reflect the expense for the warehouse to re-stock items.

A re-stocking fee is charged for deliveries which arrive to schools during the contracted delivery times of **6:00 a.m. – 2:30 p.m.** but are refused by the school. Do not schedule a delivery for a day on which you will not have staff available during these times. Please remember we have a contract that states you must be available to accept deliveries during the contracted hours. If you have any questions, please feel free to contact me at (602) 542-8781.